

**THE COMMONWEALTH OF MASSACHUSETTS  
BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS**

**THIS AGENDA CONSTITUTES NOTICE OF THE REGULARLY SCHEDULED  
MEETING OF THE  
BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS  
IN COMPLIANCE WITH THE OPEN MEETING LAW, G.L. c. 30A, § 20**

September 18, 2012  
9 a.m. – 1 p.m.  
239 Causeway Street – 4th floor, Room 417A & B  
Boston, MA 02114

**Agenda**

- I. Call to Order
- II. Introductions
- III. Approval of Agenda
- IV. Approval of Minutes
  - A. August 14, 2012 Regularly Scheduled Meeting
- V. Updates
  - A. ADA: follow up to Board discussion
  - B. Codes of Conduct: follow up to Board discussion
  - C. Good Moral Character: Example of Board Policy
- VI. Presentations Regarding Behavioral Health and Community Health Worker Practice
  - A. Ed K. S. Wang, Psy.D., Director, Office of Multicultural Affairs, MA Department of Mental Health
  - B. James O'Connell, MD, President, Boston Health Care for the Homeless Program
- VII. Core Competencies of Certified Community Health Workers: Board Discussion
  - A. Review comparison chart and discuss options for defining competencies
- VIII. Levels of Practice: Board Discussion
- IX. Board Workgroup: Board Discussion regarding areas of focus
- X. Other Business/Announcements
- XI. Adjourn

COMMONWEALTH OF MASSACHUSETTS

BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS

BOARD MEETING MINUTES

Tuesday, September 18, 2012

9 a.m. - 1 p.m.

239 Causeway Street

Room 417

Boston, MA 02114

Board Members

Present:

Geoffrey Wilkinson, Chair, Senior Policy Advisor, Commissioner's Office, DPH  
Pamela Siren, Vice-Chair, MA Association of Health Plans (MAHP) Member [left at 12:40 p.m.]  
Henrique Oliveira, Secretary, CHW Member  
Joanne Calista, CHW Training Organization Member  
Patricia Edraos, MA League of Community Health Centers (MLCHC) Member [left at 12:35 p.m.]  
Sheila Och, CHW Member

Board Members

Not Present:

Charles Joffe-Halpern, CHW Employer Member

Staff Present:

Sally Graham, Board Executive Director, DHPL  
Joelle Stein, Board Counsel, Office of General Counsel, DPH  
Anson Chu, Administrative Assistant, Multi-Boards, DHPL  
  
Jean Pontikas, Director, Division of Health Professions Licensure (DHPL)  
Maura Drury, Assistant to Director, DHPL  
Nancy Murphy, Policy Analyst, Division of Health Care Quality, DPH  
Gail Hirsch, Director, Office of Community Health Workers, DPH

Visitors:

Members of the Public

I. Call to Order

Mr. Wilkinson, Board Chair, called the meeting to order at 9:06 a.m.

II. Introductions

Mr. Wilkinson provided a brief overview of the agenda and invited Board members, DHPL staff and members of the public in attendance to introduce themselves.

III. Approval of the Board Meeting Agenda

The agenda was reviewed. Ms. Calista made a motion to approve the agenda as presented; Ms. Siren seconded the motion. The motion passed unanimously.

Document: September 18, 2012 Board Meeting Agenda

IV. Approval of Minutes

A. Minutes of the Regularly Scheduled Board Meeting: August 14, 2012

The minutes of the August 14, 2012 Regularly Scheduled Board Meeting were reviewed. Ms. Och made a motion to approve the minutes as amended; Ms. Calista seconded the motion. The motion passed unanimously.

Document: Minutes of the August 14, 2012 Regularly Scheduled Board Meeting

V. Updates

A. ADA: Follow up to Board Discussion

Ms. Stein provided Board members with an overview of the application of the Americans with Disabilities Act (ADA) to board licensing/certification functions.

Document: Summary (Titles II and III) of the Americans with Disabilities Act (ADA)

B. Codes of Conduct: Follow Up to Board Discussion

Ms. Graham informed the Board that the codes of conduct for several professions have been gathered and will be reviewed. Board members noted that a Board Code of Conduct should be incorporated into the CHW educational curriculum.

C. Good Moral Character: Example of DHPL Board Policy

Ms. Graham reviewed an example of a board policy concerning "good moral character", which is a requirement for certification as a CHW under Board statutes.

Document: Sample board policy addressing the Determination of Good Moral Character

VI. Presentations Regarding Behavioral Health and Community Health Worker Training Practice

A. Ed K. S. Wang, Psy.D., Director, Office of Multicultural Affairs, MA Department of Mental Health

Dr. Wang presented an overview of the integration of behavioral and physical health and successful strategies, skills and competencies for achieving optimal outcomes.

Document: *Core Competencies and Mastery*, Ed K.S. Wang, Psy.D., September 18, 2012

B. James O'Connell, MD, President, Boston Health Care for the Homeless Program

Dr. O'Connell presented an overview of the Boston Health Care for the Homeless Program's work with homeless individuals and the role of community health workers in transitioning program clients to stable housing, primary and specialty health care.

Document: Slide presentation on the Boston Health Care for the Homeless Program

Following the presentations, there was a discussion about the presentations and community health worker core competencies.

[BREAK 11:11 - 11:26 a.m.]

- VII. Core Competencies of Certified Community Health Workers: Board Discussion  
The Board reviewed and discussed a comparison of core competencies currently offered in training programs by CHEC Boston, CHEC Lowell and Outreach Workers Training Institute (OWTI).

Document: Comparison Grid: Core CHW Competencies (DRAFT) (handout)

- VIII. Levels of Practice: Board Discussion  
The Board deferred this discussion to the next meeting.

- IX. Board Work Group: Board Discussion Regarding Areas of Focus  
Board staff informed Board members that the first Work Group meeting is scheduled for October 17, 2012. After discussion, the Board determined that the Work Group should initially focus on the following topics: review of other states core competencies and CHW training curricula; code of conduct and standards of practice; and skill assessment for certification through grandfathering.


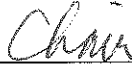
- X. Other Business  
None.

- XI. Adjourn  
There being no other business before the Board, Ms. Calista made a motion to adjourn the meeting; Ms. Siren seconded the motion. The motion passed unanimously.

The meeting adjourned at 12:55 p.m.

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, October 2, 2012, at 9 a.m. at 239 Causeway Street, Boston, MA.

Respectfully submitted:

		3-12-13
_____ Name	_____ Position	_____ Date